

HUTT CITY COUNCILLONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower  
Hutt on

Monday 21 December 2020 commencing at 2.00pm

---

PRESENT:

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr D Bassett	Cr J Briggs
Cr K Brown	Cr B Dyer
Cr S Edwards	Cr D Hislop
Cr C Milne (via audio-visual)	Cr A Mitchell
Cr S Rasheed	Cr N Shaw
Cr L Sutton	

APOLOGIES:

There were no apologies.

IN ATTENDANCE:

Ms J Miller, Chief Executive  
 Ms A Blackshaw, Director Neighbourhoods and Communities  
 Mr K Puketapu- Dentice, Director Economy and Development (part meeting)  
 Ms H Oram, Director Environment and Sustainability (part meeting)  
 Mr M Boggs, Director Strategy and Engagement  
 Ms J Livschitz, Chief Financial Officer  
 Mr B Cato, Chief Legal Officer (part meeting)  
 Ms W Moore, Head of Strategy and Planning (part meeting)  
 Mr D Koenders, Manager Financial Strategy and Planning (part meeting)  
 Ms H Stringer, Financial Transaction Services Manager (part meeting)  
 Ms A Andrews, Business Analyst - Rates and Finance (part meeting)  
 Ms K Stannard, Divisional Manager, Democratic Services (part meeting)  
 Mr M Sherwood, Head of Parks and Recreation (part meeting)  
 Ms J Lawson, Assets Manager Reserves (part meeting)  
 Mr A Marsh, Asset Manager Parks (part meeting)  
 Mr D Simmons, Traffic Asset Manager (part meeting)  
 Mr S Cager, Senior Project Engineer (part meeting)  
 Mr J Scherzer, Sustainability and Resilience Manager (part meeting)  
 Ms C Taylor, Principal Research and Evaluation Advisor (part meeting)  
 Mr P Benseman, Budgeting and Reporting Manager (part meeting)  
 Mr D Newth, Financial Accounting Manager (part meeting)

Mr J Lamb, Acting Head of Promotions and Events  
 Ms K Glanville, Senior Democracy Advisor  
 Ms H Clegg, Minute Taker

## PUBLIC BUSINESS

### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Kia hora te marino  
 Kia whakapapa pounamu te moana  
 He huarahi mā tātou i te rangi nei  
 Aroha atu, aroha mai  
 Tātou i a tātou katoa  
 Hui e Tāiki e!

*May peace be wide spread  
 May the sea be like greenstone  
 A pathway for us all this day  
 Let us show respect for each other  
 For one another  
 Bind us together!*

### 2. APOLOGIES

There were no apologies.

### 3. PUBLIC COMMENT

RESOLVED: (Mayor Barry/Cr Briggs)

**Minute No. LTPAP 20601**

*"Pursuant to Standing Order 15.2, public comment be extended for an additional 30 minutes."*

### 4. MAYORAL STATEMENT

### 5. CONFLICT OF INTEREST DECLARATIONS

### 6. RECOMMENDATIONS TO COUNCIL - 21 December 2020

- i) Urban Plus Statement of Intent (20/1749)

**RESOLVED:** (Mayor Barry/Cr Briggs)

**Minute No. LTPAP 20602**

*"That the Subcommittee recommends that Council:*

- (i) receives and agrees the Revised Statement of Intent for Urban Plus Group for the 2020 – 2023 financial years attached as Appendix 1 to the memorandum in the supplementary agenda;*
- (ii) notes that this Statement of Intent is a modification of the Statement of Intent presented to Councillors for the period from 1 July 2020;*
- (iii) notes that Urban Plus Limited and Council will work together to seek further forms of co-funding that will enable the delivery of safe, warm, dry and affordable homes within Hutt City;*
- (iv) notes that Urban Plus Limited will not be exceeding the funding limit of \$22M before 30 June 2021; and*
- (v) notes that through the Long Term Plan consultation process feedback will be sought on increasing investment in Urban Plus Limited."*

RESOLUTION

## ii) Draft Infrastructure Strategy 2021-2051 (20/1626)

**RESOLVED:** (Deputy Mayor Lewis/Cr Hislop) **Minute No. LTPAP 20603**

*"That the Subcommittee recommends that Council:*

- (i) notes the Infrastructure Strategy 2018-2048 is being reviewed as part of the preparation of the draft Long Term Plan 2021-2031;*
- (ii) approves the vision, goals, issues and principal options, and management practices for inclusion in the draft Infrastructure Strategy;*
- (iii) notes that the draft Infrastructure Strategy will be presented to Subcommittee and Council on 2 February 2021;*
- (iv) notes that the draft Infrastructure Strategy will be included in the draft Long Term Plan consultation; and*
- (v) considers and provides any direction(s) to officers in preparation of the draft infrastructure strategy."*

The draft Infrastructure Strategy 2021-2051 sets out how our infrastructure will enable our city and people to thrive whilst at the same time providing effective guardianship of Lower Hutt/Te Awa Kairangi. It outlines the principal options for investment in core infrastructure, promotes practices that ensure efficient and effective management of these assets to achieve the identified goals and deliver the services expected by our community and focusses on where improvements can be made in response to the key infrastructure challenges and opportunities our city faces in the next 30 years.

RESOLVED

## iii) Draft Development and Financial Contributions Policy 2021 (20/1687)

**RESOLVED:** (Mayor Barry/Cr Brown)**Minute No. LTPAP 20604***"That the Subcommittee recommends that Council:*

- (i) *approves the proposed 2021 Development and Financial Contributions Policy, attached as Appendix 1 to the report, to be submitted to Council for consultation approval in March 2021;*
- (ii) *authorises the Chief Executive to make any changes to the proposed 2021 Development and Financial Contributions Policy and consultation information needed as a result of audit feedback or changes to the Proposed Long Term Plan infrastructure programme; and*
- (iii) *notes that the proposed 2021 Development and Financial Contributions Policy and consultation information will be formatted before staff seek consultation approval in March 2021."*

For the reasons outlined in the report below.

## iv) Long Term Plan 2021-2031: Non-Financial Aspects (20/1667)

**RESOLVED:** (Mayor Barry/Cr Mitchell)**Minute No. LTPAP 20605***"That the Subcommittee recommends that Council:*

- (i) *notes the Statements of Service Performance and related key performance indicators have been reviewed as part of the preparation of the draft LTP 2021-2031 to ensure alignment with:
 
  - a. *Councils six key priorities; and*
  - b. *The four-wellbeings – social, cultural, environmental and economic.**
- (ii) *notes that the draft Statements of Service Performance and related key performance indicators will be included in the draft 2021-31 LTP for consultation;*
- (iii) *notes that officers receive the feedback from the meeting; and*
- (iv) *notes that a Council meeting is scheduled on 10 February 2021 for the purpose of adopting the content of the Consultation Document and the draft underlying information including the Statements of Service Performance and related key performance indicators and the documents will be circulated to the Chairs of Standing Committees prior to the meeting."*

For the reasons outlined in the report.

- v) Long Term Plan 2021-2031, Financial Aspects (20/1353)

**RESOLVED:** (Mayor Barry/Cr Brown)

**Minute No. LTPAP 20606**

*That the Subcommittee recommends that Council:*

- (i) *notes that pre-engagement on the LTP is underway on six key priorities and this runs through until 18 January 2021. The feedback from this will be reported to Council on 2 February 2021;*
- (ii) *notes that following decisions at the LTP Subcommittee meeting 21 December 2020, officers will be preparing the Draft LTP 2021-2031 and Consultation Document for external audit and for review by the LTP Subcommittee on the 2 February, refer table 1 contained within the report;*
- (iii) *notes that the formal public consultation process is planned for the period 29 March 2021 to 3 May 2021;*
- (iv) *notes the budget savings approved by Council as detailed in Section B;*
- (v) *notes the direction provided to officers on Table 2 of the report;*
- (vi) *notes the projected capital investment programme over the next ten years which includes significant investment in Three Waters and Transport infrastructure, refer Section D;*
- (vii) *endorses the proposed increases in targeted rates for Wastewater and Water Supply and notes that these are attributable to decisions to prioritise investment following advice from Wellington Water, refer table 4 contained within the report;*
- (viii) *endorses the proposed targeted rates for Waste Services (refuse, recycling and green waste) and notes that these are the same rates as was consulted on in August 2020 as part of the LTP amendment process, refer table 5 contained within the report and Appendix 5 attached to the report;*
- (ix) *notes that any decisions of the Government to change the waste levy will result in the need to review the targeted rates for Waste Services;*
- (x) *endorses the proposed fees and charges to be included in the Draft LTP 2021-2031 for consultation, refer Appendix 5 to the report;*
- (xi) *notes the legal requirements regarding a balanced budget and financial prudence, refer paragraph 45 in the report; and*
- (xii) *notes the rates revenue options assessed, refer table 8 contained within the report."*

**RESOLVED:** (Mayor Barry/Cr Brown)

**Minute No. LTPAP 20607**

*"That the Subcommittee recommends that Council:*

- (xiii) *agrees to include option 2 for inclusion in the draft LTP 2021-2031, being an overall rates revenue increase of 5.9% in 2021/22, refer table 8 contained within the report."*

Crs Briggs, Dyer and Edwards requested that their dissenting vote be recorded.

Cr Milne abstained from voting on the matter.

**RESOLVED:** (Mayor Barry/Cr Brown)

**Minute No. LTPAP 20608**

*"That the Subcommittee recommends that Council*

- (xiv) notes the detailed rating impact on properties of option 2, as detailed in table 9 contained within the report and Appendix 4 attached to the report;*
- (xv) notes that the impact on the average residential property valued at \$629,000 will be a rates increase of \$130 per annum or \$2.50 per week before adjusting for rubbish, recycling and green waste changes ;*
- (xvi) endorses the Funding Impact Statement for Rates for inclusion in the Draft LTP 2021-2031 for public consultation, refer Appendix 6; and*
- (xvii) notes the projected debt and balance budget results as detailed in Section G."*

RESOLUTIONS ONLY

## vi) Long Term Plan 2021/31 Approach for Asset Management (20/1597)

**RESOLVED:** (Mayor Barry/Deputy Mayor Lewis) **Minute No. LTPAP 20609**

*“That the Subcommittee recommends that Council:*

- (i) *notes the information in the report;*
- (ii) *notes the challenges of funding maintenance and renewals of the assets discussed in this paper, and the impact of this on our strategic objectives;*
- (iii) *notes further work is being done to both determine the condition of current assets to inform future budgets and to consider future strategic approach to assets;*
- (iv) *notes that as part of the proposed upcoming organisational changes we are standing up a centralised approach to the management of buildings and community facilities which will enable us to have visibility across the entire portfolio, to align this to strategy and plan and budget appropriately;*
- (v) *agrees to option (b) for Petone Wharf, continue with the current decision, but bring forward demolition of the outer end of the wharf (immediate) and carry out maintenance on the remainder of the wharf;*
- (vi) *asks officers to report back to the Long Term Plan/Annual Plan Subcommittee meeting 10 February 2021 about bringing forward the full refurbishment work to option (b) for Petone Wharf;*
- (vii) *agrees to option (a) for Pt Howard Wharf, continuing with the current decision - demolish most of Point Howard Wharf but maintain the stub to house the control box for Yachting events and asks officers to provide further information about partnering with the Lowry Bay Yacht Club;*
- (viii) *while further work is undertaken on planning and strategy for these assets, agrees to progress to the draft Long Term Plan 2021/31 budgets the following:*

	Budget
<i>Facilities asset maintenance and renewals</i>	<i>Per year of Long Term Plan: \$1M capex \$0.1M opex</i>
<i>Parks and Reserves asset renewals</i>	<i>Per year of Long Term Plan: Additional \$2M capex</i>
<i>Other individual assets</i>	<i>2023/24 Petone Recreation Grandstand \$7.5M capex 2028/29 Naenae Park Changing Room Replacement \$1M capex</i>
<i>Demolition of Point Howard Wharf (maintaining control box)</i>	<i>2022/23 demolition \$0.5M opex 2023/24 renewal \$1M capex</i>
<i>Demolition of part of</i>	<i>2021/22 demolition \$0.5M opex</i>

<i>Petone Wharf and interim repair before full refurbishment in 32/33</i>	<i>2021-23 renewal \$1M capex (budgeted over two years)."</i>
---	---

- (ix) *asks officers to report back to the Long Term Plan/Annual Plan Subcommittee meeting 10 February 2021 about options for the maintenance of the Petone Grandstand.*

For the reason that this will enable continuation of maintenance and renewal of assets, and acceleration in some places of high need, while we undertake further work to inform planning and future strategy.

RESOLUTIONS ONLY

- vii ) Proposed budgets regarding Solid Waste Disposal and Resources Recovery for the 2021-2031 Long Term Plan (20/1743)

**RESOLVED:** (Mayor Barry/Cr Mitchell) **Minute No. LTPAP 20610**

*“That the Subcommittee recommends that Council:*

- (i) *notes the contents of this report;*
- (ii) *approves the re-phased capital budget for ongoing development of Silverstream Landfill for inclusion in the Draft Long Term Plan 2021-2031 (refer Table 2 contained within the report);*
- (iii) *approves the new capital budget for development of a regional asbestos disposal facility at Silverstream Landfill for inclusion in the Draft Long Term Plan 2021-2031 (refer Table 2 contained within the report);*
- (iv) *approves the capital budgets for the refuse transfer station improvements, and development of a new resource recovery area at the refuse transfer station, for inclusion in the Draft Long Term Plan 2021-2031 (refer Table 2 contained within the report), subject to a Business Case;*
- (v) *approves the revised operational budgets for the Silverstream Landfill and associated activities for inclusion in the Draft Long Term Plan 2021-2031 (refer Table 3 contained within the report);*
- (vi) *approves the proposed charges for 2021/22 (refer Table 5 contained within the report), to be consulted on with the community for inclusion in the Draft Long Term Plan 2021-2031;*
- (vii) *notes that a number of proposed projects (for example, decarbonisation of Council facilities, establishing electric vehicle charging infrastructure across Lower Hutt) and potential future projects (for example, construction and demolition waste recovery, food waste recovery) will require significant new funding;*
- (viii) *notes that net revenue at Silverstream Landfill, despite an increase in costs due to the waste levy and ETS, provides a funding source for relevant waste minimisation and carbon reduction opportunities;*
- (ix) *approves the proposed changes to handling green (garden) waste accepted at the refuse transfer station; and*
- (x) *notes that there will be formal public consultation on these matters for the Draft Long Term Plan 2021-2031 from 29 March 2021 to 3 May 2021.”*

viii) Rubbish and recycling fees and charges further information (20/1668)

Memorandum dated 3 December 2020 by the Business Analyst - Rates

**RESOLVED:** (Mayor Barry/Cr Mitchell)

**Minute No. LTPAP 20611**

*"That the Subcommittee recommends that Council:*

- (i) *receives and notes the information contained in the memorandum; and*
- (ii) *adopts the revised table of fees and charges, contained within the memorandum, for the Long Term Plan 2021-31 consultation."*

## 7. INFORMATION ITEM

**Engagement** (20/1748)

Memorandum dated 11 December 2020 by the Head of Strategy and Planning

**RESOLVED:** (Mayor Barry/Cr Briggs)

**Minute No. LTPAP 20612**

*"That the Subcommittee:*

- (i) *notes the progress made with piloting different engagement activities in response to Council's commitment to ensuring that people's voices and diverse views and aspirations are taken into account in decision making;*
- (ii) *notes that early engagement on the six priorities for the draft 2021-31 Long Term Plan commenced on 2 December 2020; and*
- (iii) *notes that the early engagement on the six priorities for the draft 2021-31 Long Term Plan finishes on 18 January 2021 and feedback will be reported to Council on 2 February 2020.*

## 8. QUESTIONS

There were no questions.

There being no further business the Chair declared the meeting closed at 8.35 pm.

C Barry  
**MAYOR**

**CONFIRMED as a true and correct record**  
**Dated this 24th day of March 2020**